

## VII. CERTIFICATION AND STATEMENT OF PANEL MEMBER

By signing this Application, the attorney acknowledges that the procedures for suspension/termination of a panel member do not create any judicially enforceable due process rights for the attorney. The Fairfax Bar Association is a private organization and retains complete and sole discretion in the administration of its activities.

7.1 I understand and agree that violation of the terms, conditions and rules set forth in this Application shall subject me to review for possible suspension/sanctions under the provisions of Section V above. Sanctions may include fulfilling certain requirements, loss of rotation status or removal from the panel as deemed appropriate.

7.2 I certify and state under penalty of perjury that I have not been convicted of any crime in any jurisdiction as an adult involving a crime of moral turpitude, including but not limited to, lying, cheating, and dishonesty or stealing. Should I receive such a conviction after the date of this application, then I shall immediately inform the FBA LRS of this and I further understand that my membership in the FBA LRS will be terminated.

7.3 I certify that I have not been publicly reprimanded, suspended from practice of law or disbarred by or from any state bar or from any other licensing agency.

7.4 I affirm that I am a member in good standing with the Virginia State Bar or other licensing agency/jurisdiction.

7.5 The Supreme Court of Virginia has never established standards for attorney specialization. I understand and agree that this application and statement do not authorize me to hold myself out as a specialist.

7.6 I will abide by all rules and regulations of the FBA LRS.

7.7 I practice in the areas indicated in the attached Practice Areas Form (see page 11) and I feel that I am qualified to handle most cases in those areas. I hereby certify that I will continue to maintain competence in the areas of law I have selected (not to exceed six major numbered categories) and I will continue to exercise due diligence in continuing to make myself competent to handle most cases in those areas of law I have selected.

7.8 If I am referred a matter for which I do not have or cannot readily acquire sufficient expertise, I will refer that matter back to the FBA LRS.

7.9 I understand that I must return pages 10, 11 & 12 of this Application, along with any applicable outstanding fees and the current Declarations Page of my Professional Liability Insurance, to the FBA LRS before I can be placed on active rotation and begin to receive referrals. In addition, if I intend to participate on a Subject Matter Panel, I must also return the applicable Certification/Application to the FBA LRS.

7.10 I agree to remit to the FBA LRS the \$40 consultation fee, if collected, and to remit to the FBA LRS a fee of 10% of the legal/attorney(s) fees paid and collected on FBA LRS referred cases that generate legal/attorney(s) fees of \$500 or more, in accordance with Sections IV. C. and IV. D.

**THE FBA LRS APPLICATION CURRENTLY IN EFFECT WAS APPROVED BY THE FBA BOARD OF DIRECTORS ON FEBRUARY 25, 2014. I CERTIFY THAT I HAVE READ THIS FBA LRS APPLICATION IN ITS ENTIRETY AND I REPRESENT THAT ALL INFORMATION PROVIDED HEREIN BY ME IS TRUTHFUL. I AGREE TO BE BOUND BY ALL OF THE TERMS AND CONDITIONS CONTAINED IN THIS MEMBERSHIP APPLICATION.**

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SIGNATURE OF ATTORNEY

DATE

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NAME OF ATTORNEY (PLEASE PRINT)

### ACKNOWLEDGMENT:

This will acknowledge that the law firm is aware of the above cited panel attorney's membership in the FBA Lawyer Referral Service (FBA LRS). The law firm will abide by the FBA LRS Operating Rules as set forth in the Application for Membership and will comply with all LRS requirements regarding clients referred to the panel attorney by the LRS.

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MANAGING PARTNER SIGNATURE

DATE

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FIRM NAME (PLEASE PRINT)

MANAGING PARTNER (PLEASE PRINT)


## LAWYER REFERRAL SERVICE PRACTICE AREAS FORM FISCAL YEAR JULY 1 – JUNE 30

Check off boxes for \*Reg: Regular Fees and/or \*Red: Reduced Fees Modest Means Panel  
(See p. 8-9 of Membership Application for Modest Means Panel Reduced Rates & Additional Information)

	*Reg	*Red		*Reg	*Red		*Reg	*Red
<b>1. BANKRUPTCY</b>	_____	_____	<b>6. EMPLOYEE/EMPLOYER</b>	_____	_____	<b>12. NEGLIGENCE</b>	_____	_____
a) Personal Bankruptcy	_____	_____	a) Unemployment Comp.	_____	_____	a) Personal Injury	_____	_____
b) Business Bankruptcy	_____	_____	b) Civil Services	_____	_____	b) Property Damage	_____	_____
<i>(See pages 9&amp; 27 of Application for eligibility for this category)</i>			c) Employment Contracts	_____	_____	c) Medical Malpractice	_____	_____
			d) Wage Claims	_____	_____	d) Dental Malpractice	_____	_____
			e) Workman's Comp.	_____	_____	e) Legal Malpractice	_____	_____
			f) Fed. Workman's Comp.	_____	_____	f) Products Liability	_____	_____
			g) Wrongful Discharge	_____	_____			
<b>2. COLLECTIONS</b>	_____	_____	h) Employment Discrimination	_____	_____			
a) Debtors	_____	_____	i) Sexual Harassment	_____	_____			
b) Creditors	_____	_____	j) Security Clearance Appeals	_____	_____			
						<b>13. INTERNATIONAL LAW</b>	_____	_____
						(Divorces, adoptions, contracts)	_____	_____
<b>3. COMMERCIAL LAW</b>	_____	_____	<b>7. FAMILY LAW</b>	_____	_____	<b>14. REAL ESTATE/LANDLORD TENANT</b>	_____	_____
a) Corporate Litigation	_____	_____	a) Contested Divorces	_____	_____	a) Environmental/Mold Issues	_____	_____
b) Purchase/Sale of Business	_____	_____	b) Contested Military Divorces	_____	_____	b) Sales & Purchases	_____	_____
c) Banking	_____	_____	c) Property Settlement/ Separation Agreements	_____	_____	c) Deed of Trust/Mortgage	_____	_____
d) Partnerships/Corporations	_____	_____	d) Custody/Visitation	_____	_____	d) Foreclosures	_____	_____
e) Franchises	_____	_____	e) Child/Spousal Support	_____	_____	e) Mechanics Lien	_____	_____
f) FINRA/Securities Arbitr.	_____	_____	f) Direct/Priv./Agency Adoption	_____	_____	f) Leases	_____	_____
g) Non-Profits	_____	_____	g) Child/Domestic Abuse	_____	_____	g) Evictions	_____	_____
h) Disputes w/Brokers	_____	_____	h) Paternity	_____	_____	h) Housing Code Violations	_____	_____
i) Business Contracts	_____	_____	i) Name Change	_____	_____	i) Construction Law	_____	_____
j) Small Business Planning	_____	_____	j) Step-parent Adoptions	_____	_____	j) Homeowners Assoc.	_____	_____
			k) Uncontested Divorce	_____	_____	k) Condominiums	_____	_____
<b>4. CONSUMER LAW</b>	_____	_____	l) Appeals	_____	_____	l) Landlord Only	_____	_____
a) Small Claims	_____	_____	m) Unmarried/Never Married Client w/Division of Prop. Issues	_____	_____	m) Tenant Only	_____	_____
b) Consumer Contracts	_____	_____				n) Zoning/Land Use	_____	_____
c) Insurance	_____	_____				o) Eminent Domain	_____	_____
d) Consumer Credit	_____	_____				p) Disputes w/Neighbors	_____	_____
e) Auto Problems	_____	_____						
f) Lemon Law	_____	_____				<b>15. DOL SUBJECT MATTER PANELS (p. 28-29)</b>		
g) Civil Suits	_____	_____				a) Fair Labor Standards Act	_____	_____
h) Identity Theft	_____	_____				b) Family Medical Leave Act	_____	_____
<b>5. CRIMINAL LAW</b>	_____	_____	<b>8. GOVERNMENT BENEFITS</b>	_____	_____	<b>16. INTELLECTUAL PROP.</b>	_____	_____
a) State: Level 1 Felonies	_____	_____	a) Social Sec. Disability	_____	_____	a) Patents	_____	_____
b) State: Level 2 Felonies/ Malicious Wounding	_____	_____	b) Other Soc. Sec. Claims	_____	_____	b) Trademarks	_____	_____
c) State: Level 3 Felonies	_____	_____	c) Medicare/Medicaid	_____	_____	c) Copyrights	_____	_____
d) State: Level 4 Serious Misdemeanors/DWI	_____	_____				d) Entertainment Law	_____	_____
e) State: Level 5 Misdem./ Traffic/DOS	_____	_____	<b>9. MILITARY &amp; VETERANS</b>	_____	_____	e) Computer/Software/Internet	_____	_____
f) State: Appellate	_____	_____	a) Court Martial	_____	_____			
g) Federal: Level 1 Felonies	_____	_____	b) Veteran Benefit	_____	_____	<b>17. TAX</b>	_____	_____
h) Federal: Level 2 Felonies	_____	_____				a) Federal & State Tax	_____	_____
i) Federal: Level 3 Misdemeanors/Traffic	_____	_____	<b>10. INDIVIDUAL RIGHTS</b>	_____	_____	b) Estate or Inheritance Tax	_____	_____
j) Federal: Appellate	_____	_____	a) Civil Rights & Liberties	_____	_____			
k) Habeas Corpus	_____	_____	b) Mental Health Law	_____	_____	<b>18. ESTATE LAW</b>	_____	_____
l) State Probation Violations	_____	_____	c) Elder Law	_____	_____	a) Wills and Contests	_____	_____
m) Expungement/Drivers Lic.	_____	_____	d) Education	_____	_____	b) Estate Administration	_____	_____
<i>(See pages 14- 17 for Criminal Law Panel Application and pages 18-21 for explanation of Criminal Law Panel Requirements)</i>			e) School Suspension/Expulsion	_____	_____	c) Trusts	_____	_____
			f) School Admin. Hearings	_____	_____	d) Estate Planning	_____	_____
			g) Disability Law	_____	_____	e) Living Wills	_____	_____
			h) Libel/Slander	_____	_____	f) Power of Attorney	_____	_____
			i) Americans w/Disabilities Act	_____	_____	g) Probate	_____	_____
						h) Guardianship/Conservator	_____	_____
			<b>11. IMMIGRATION</b>	_____	_____			
			a. Temporary Visas	_____	_____			
			b. Permanent Residency	_____	_____			
			c. Other (Deportation, etc.)	_____	_____			

*(See pages 22-23 for Family Law Panel Application and pages 24-26 for explanation of Family Law Panel Requirements)*

Send your completed form & proof of professional liability insurance, along with the applicable registration fee made payable to the Fairfax Bar Association. Send with FBA LRS Membership Application to 10700 Page Avenue, Suite 102, Fairfax, VA 22030. For further information, please call 703-246-3784.

 **FAIRFAX BAR**  
ASSOCIATION  
**LAWYER REFERRAL SERVICE**  
**PERSONAL INFORMATION FORM**  
**10700 Page Avenue, Suite 102**  
**Fairfax, Virginia 22030**

Please fill this form out and return it along with your payment of a) For FBA members, \$150.00 annual fee, \$75.00 after January 1<sup>st</sup> of current fiscal year or b) For non-FBA members, \$350.00 annual fee, \$175.00 after January 1<sup>st</sup> of current fiscal year; completed application form and copy of the Declarations page of your professional liability insurance to the above address. **Please also send Biography, if available.**

NAME \_\_\_\_\_ PHONE \_\_\_\_\_ FAX \_\_\_\_\_

E-MAIL \_\_\_\_\_ WEBSITE \_\_\_\_\_

FIRM NAME \_\_\_\_\_

FIRM ADDRESS \_\_\_\_\_

(This address should be the one used to meet with clients referred to you by the FBA LRS)

# OF ATTORNEYS IN FIRM \_\_\_\_\_

YEAR ADMITTED TO PRACTICE IN VA \_\_\_\_\_ OTHER: PLEASE INDICATE NAME OF STATE  
AND YEAR OF ADMISSION \_\_\_\_\_

LAW SCHOOL & YEAR GRADUATED \_\_\_\_\_

1. Are you a member of good standing with the Fairfax Bar Association? \_\_\_\_\_
2. Are your FBA dues current for this fiscal year? \_\_\_\_\_
3. Are you regularly available to meet with clients during regular business hours at the above-listed office address?  
\_\_\_\_\_ Is there a staff member available to make appointments in your absence? \_\_\_\_\_
4. Please indicate the languages, including American Sign Language, that either you or a staff member speaks  
fluently \_\_\_\_\_
5. Are you willing to meet with clients outside of normal business hours (M-F 9AM-5PM)? If so, please state days  
and/or times \_\_\_\_\_
6. Are you willing to make hospital/nursing home visits? \_\_\_\_\_
7. Will you accept a referral that may require travel to a court in an outlying city or county? If so, please indicate  
which location:  
\_\_\_\_\_ Prince William Co. (Manassas)  
\_\_\_\_\_ Loudoun Co.  
\_\_\_\_\_ Fauquier Co.  
\_\_\_\_\_ Arlington Co  
\_\_\_\_\_ City of Alexandria  
\_\_\_\_\_ Stafford Co.  
\_\_\_\_\_ District of Columbia  
\_\_\_\_\_ Maryland  
\_\_\_\_\_ Other, please list \_\_\_\_\_
8. Are there any additional practice areas of law that you feel should be added to the  
Membership Application? If so, please list \_\_\_\_\_